

# 2009 Flu Immunizations for Vermont State Employees & Retirees



The Vermont State Employees' Wellness Program is pleased to provide seasonal flu shots to:  
Vermont State active, retired and temporary employees for the fifth consecutive year.  
There will be **NO** out-of-pocket expenses/co-pay.

- WHO:** Active, Retired and Temporary VT State Employees –full and part-time  
Non-state employees/retirees (contractors, spouses, dependents) are not eligible
- WHEN:** Clinics will run October 19 – November 13, 2009. Registration begins on **September 14, 2009**
- WHERE:** See schedule for locations, dates and times.
- HOW :** Two Options! A. Register On-Line or  
B. Register by Telephone (if no computer access)!
- ON-LINE:** Have your employee number (actives, temps) and CIGNA or Medicare number (if applicable) ready.  
Go to <http://vt.healthyachievers.com>

Follow the six easy steps to register:

- Step 1: Choose a flu shot clinic date, location and time and click the blue “SELECT” to the right
- Step 2: Fill in the registration form with all information that relates to you.  
You will need your employee number (active/temporary) and your CIGNA or Medicare #  
Create a password you will remember.  
Your CIGNA Insurance Number begins with “U” and is 8 numbers  
When you finish, click on the blue “Next”
- Step 3: Services: Click the blue “Select” button next to the time of your choice.
- Step 4: Click the box to confirm your appointment time. Then click “Next.”
- Step 5: Review your information. If accurate, click on “Finish.”  
A confirmation email will be sent to you with your clinic location and time!
- Step 6: Download and complete the Release Form and bring it with you.  
Optional forms we recommend you download or save: Directions to each site, 2009 Influenza Vaccine Influenza Information Sheet and Frequently Asked Questions (FAQ's).

**TELEPHONE:** Have your employee number (actives, temps) and CIGNA /Medicare number (if applicable) ready.  
Call **1-800-371-8384 Monday-Friday 9AM-6PM.** Ask to register for a “**State of VT Flu Shot**”

Plan to arrive a few minutes early to fill out your release form and review vaccine information sheets.  
After hours, please leave a message and your call will be returned during regular office times.

- Bring to your appointment: verification of state employment/retirement, your completed Release Form and your CIGNA or Medicare Card . Wear appropriate clothing (short sleeve shirt) for the flu shot.
- Pre-registration is highly recommended! Walk ins will only be accommodated after pre-registrants
- You can attend on paid “state work time”; there will be no mileage reimbursement.
- QUESTIONS?** Check out the ***Vermont State Employees' Wellness Program*** website at:  
<http://www.vermontpersonnel.org/employee/wellness.php> or call us at **802-241-1535** or email us at [DHR-EmpWellness@state.vt.us](mailto:DHR-EmpWellness@state.vt.us).
- To learn more about flu, visit: <http://www.cdc.gov/flu/> or H1N1, visit <http://www.cdc.gov/h1n1flu/>.